


# Quick Help for unbundling titles at your school.

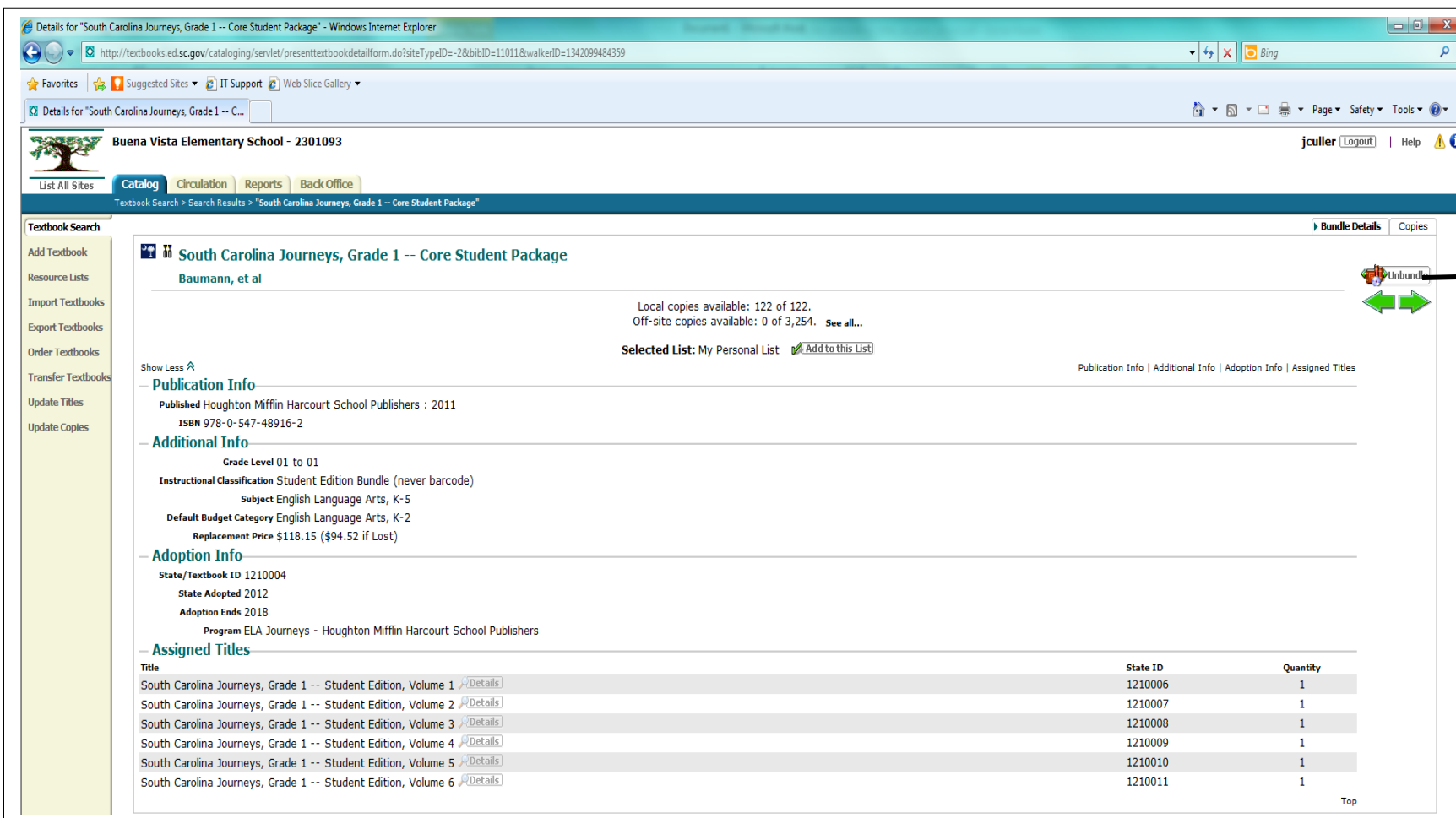
## • Unbundling Titles

A bundle is a group of textbooks that are packaged together. In Destiny, a bundle is a (main) textbook title that has other titles or components assigned to it. A bundle also specifies the quantity of copies attached to each component title. You receive a bundle at your school like any other title. Before barcoding copies in a bundle, you must unbundle the component titles from the main title, and add copies to each component title.

1. After receiving the bundle through the shipment, you will look the title up under Catalog > Textbook Search. When the title is displayed, you will

click the  **Unbundle** button to unbundle the package into the individual titles.

To unbundle your titles, click  **Unbundle**.



Details for "South Carolina Journeys, Grade 1 -- Core Student Package" - Windows Internet Explorer

http://textbooks.ed.sc.gov/cataloging/serivet/presenttextbookdetailform.do?siteTypeID=2&bibID=11011&walkerID=1342099484359

Buena Vista Elementary School - 2301093

jcoller (Logout) | Help

Catalog Circulation Reports Back Office

Textbook Search > Search Results > "South Carolina Journeys, Grade 1 -- Core Student Package"

Textbook Search

Add Textbook  
Resource Lists  
Import Textbooks  
Export Textbooks  
Order Textbooks  
Transfer Textbooks  
Update Titles  
Update Copies

**South Carolina Journeys, Grade 1 -- Core Student Package**  
Baumann, et al

Local copies available: 122 of 122.  
Off-site copies available: 0 of 3,254. [See all...](#)

Selected List: My Personal List [Add to this List](#)

Publication Info | Additional Info | Adoption Info | Assigned Titles

**Publication Info**  
Published Houghton Mifflin Harcourt School Publishers : 2011  
ISBN 978-0-547-48916-2

**Additional Info**  
Grade Level 01 to 01  
Instructional Classification Student Edition Bundle (never barcode)  
Subject English Language Arts, K-5  
Default Budget Category English Language Arts, K-2  
Replacement Price \$118.15 (\$94.52 if Lost)



**Adoption Info**  
State/Textbook ID 1210004  
State Adopted 2012  
Adoption Ends 2018  
Program ELA Journeys - Houghton Mifflin Harcourt School Publishers

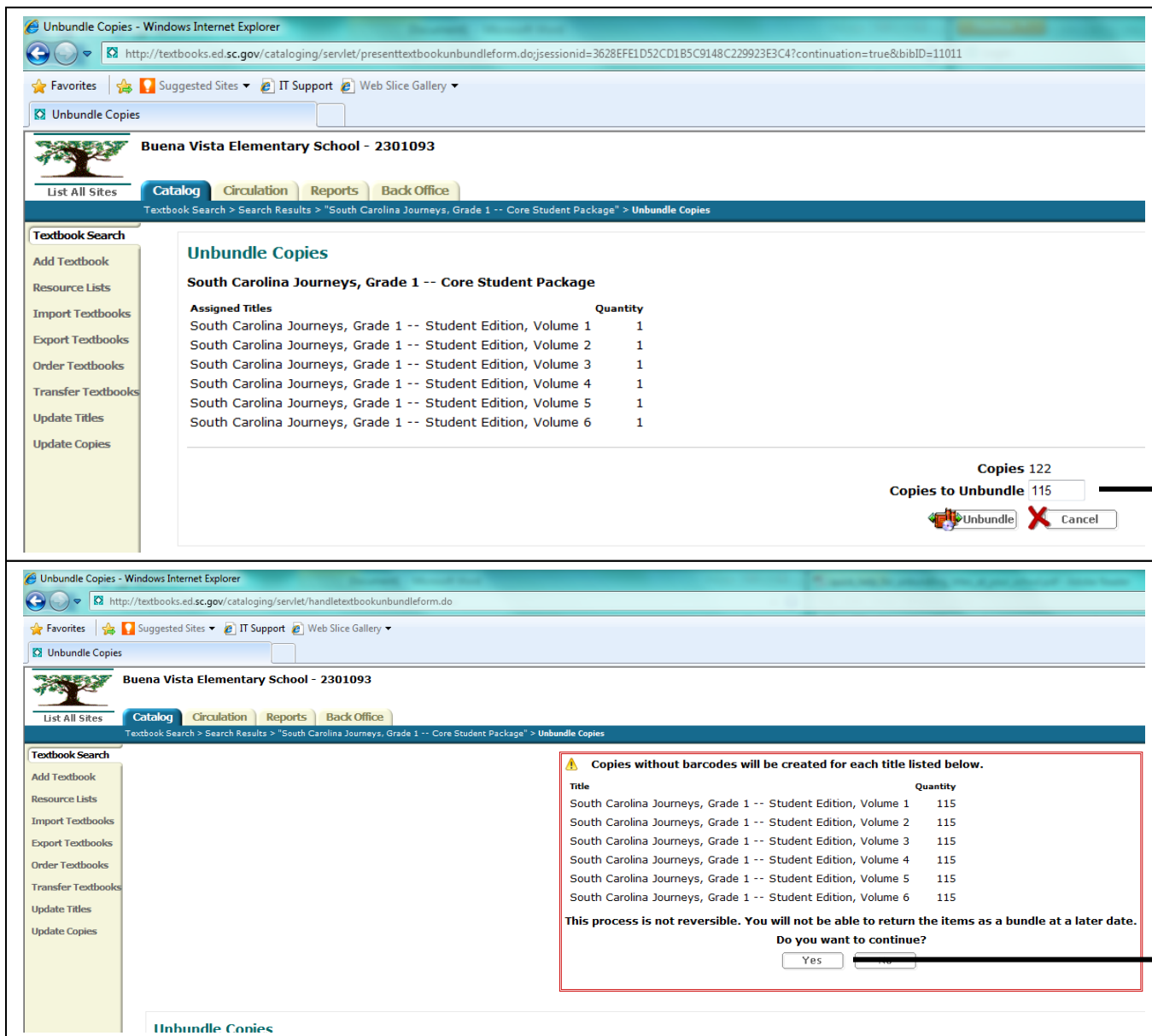
**Assigned Titles**

Title	State ID	Quantity
South Carolina Journeys, Grade 1 -- Student Edition, Volume 1 <a href="#">Details</a>	1210006	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 2 <a href="#">Details</a>	1210007	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 3 <a href="#">Details</a>	1210008	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 4 <a href="#">Details</a>	1210009	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 5 <a href="#">Details</a>	1210010	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 6 <a href="#">Details</a>	1210011	1

Top

## Quick Help for unbundling titles at your school.

2. Enter the number of copies of the bundle that you want to unbundle and click  again. For each bundle copy, Destiny adds the specified number of component copies. Once you click , Destiny displays a confirmation message specifying the total number of copies to be created.



Unbundle Copies - Windows Internet Explorer

http://textbooks.ed.sc.gov/cataloging/servlet/presenttextbookunbundleform.do?sessionId=3628EFE1D52CD1B5C9148C229923E3C4?continuation=true&bibID=11011

Unbundle Copies

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List All Sites Catalog Circulation Reports Back Office

Textbook Search > Search Results > "South Carolina Journeys, Grade 1 -- Core Student Package" > Unbundle Copies

Textbook Search

Add Textbook

Resource Lists

Import Textbooks

Export Textbooks

Order Textbooks

Transfer Textbooks

Update Titles

Update Copies



Unbundle Copies

**South Carolina Journeys, Grade 1 -- Core Student Package**

Assigned Titles	Quantity
South Carolina Journeys, Grade 1 -- Student Edition, Volume 1	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 2	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 3	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 4	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 5	1
South Carolina Journeys, Grade 1 -- Student Edition, Volume 6	1

Copies 122

Copies to Unbundle 115


**Copies without barcodes will be created for each title listed below.**

Title	Quantity
South Carolina Journeys, Grade 1 -- Student Edition, Volume 1	115
South Carolina Journeys, Grade 1 -- Student Edition, Volume 2	115
South Carolina Journeys, Grade 1 -- Student Edition, Volume 3	115
South Carolina Journeys, Grade 1 -- Student Edition, Volume 4	115
South Carolina Journeys, Grade 1 -- Student Edition, Volume 5	115
South Carolina Journeys, Grade 1 -- Student Edition, Volume 6	115


This process is not reversible. You will not be able to return the items as a bundle at a later date.

Do you want to continue?

Yes No

Enter the number of copies of the bundle you want to unbundle and click .

★ Once a title has been unbundled, you can not return it as a new item. You can return the individual titles as enrollment decreases though.

Click  if you have verified your enrollment and are ready to barcode.

## Quick Help for unbundling titles at your school.

### • Assigning Barcodes

3. Once you click  , Destiny will take you to the job manager. Click [Refresh List](#) until you can view the top report. When the Status has changed to Completed, click [View](#) beside the Extract Textbook Bundles report to view the unbundled titles. You will click [View Copies](#) beside each Volume to assign barcodes to that title. Once you have assigned one set of barcodes, use your breadcrumbs in the blue (green) bar at the top to go back to the [Job Summary](#) to do the next Volume.

[Job Manager](#) > [Job Summary](#) > "South Carolina Journeys, Grade 1 -- Student Edition, Volume 1"

4.

Job summary for "Extract Textbook Bundles" - Windows Internet Explorer

http://textbooks.ed.sc.gov/backoffice/servlet/presentjobsummaryform.do?reportFileName=output/TextbookBundleExtractJob/101/TextbookBundleExtractJob138356.html&jobType=Extract+Textbook+

Job summary for "Extract Textbook Bundles"

Job Manager > Job Summary

**Job Extract Textbook Bundles**  
**Site** Knightsville Elementary School - 1802007  
**Started** 7/10/2012 2:42 PM

**Summary** Requested - 190  
Processed - 190  
Copies Added - 1,140

**Unbundled** "South Carolina Journeys, Grade 1 -- Core Student Package" [ [View Title](#) ]

<b>Added</b> "South Carolina Journeys, Grade 1 -- Student Edition, Volume 1" - 190 [ <a href="#">View Copies</a> ]
<b>Added</b> "South Carolina Journeys, Grade 1 -- Student Edition, Volume 2" - 190 [ <a href="#">View Copies</a> ]
<b>Added</b> "South Carolina Journeys, Grade 1 -- Student Edition, Volume 3" - 190 [ <a href="#">View Copies</a> ]
<b>Added</b> "South Carolina Journeys, Grade 1 -- Student Edition, Volume 4" - 190 [ <a href="#">View Copies</a> ]
<b>Added</b> "South Carolina Journeys, Grade 1 -- Student Edition, Volume 5" - 190 [ <a href="#">View Copies</a> ]
<b>Added</b> "South Carolina Journeys, Grade 1 -- Student Edition, Volume 6" - 190 [ <a href="#">View Copies</a> ]

**Process completed** 7/10/2012 2:44 PM

→ These are called breadcrumbs and should be used instead of clicking the back button on your browser.

→ Click [View Copies](#) beside each Volume to assign barcodes to that title.